

*Commonwealth of Virginia*

**EARLY CHILDHOOD AND CHILD CARE  
PROFESSIONAL DEVELOPMENT  
CAREER LATTICE**

This document is a product of  
Virginia's Early Childhood Development Alignment Project

An Initiative of



**Virginia Department of Social Services**  
**Division of Child Care and Early Childhood Development**  
**[careerlattice@dss.virginia.gov](mailto:careerlattice@dss.virginia.gov)**  
**[www.dss.virginia.gov/family/cc/professionals/\\_resources](http://www.dss.virginia.gov/family/cc/professionals/_resources)**

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Commonwealth of Virginia

# Early Childhood and Child Care Professional Development Career Lattice

The Career Lattice details steps of career development based on training, education, and experience in the field. The Lattice provides guidance for any individual developing a plan for professional advancement in early childhood education and child care based on Virginia Department of Social Services (VDSS) Licensing Standards.

ENTRY LEVEL		STEP I	STEP II	STEP III
AIDE ENTRY LEVEL	FAMILY DAY HOME PROVIDER (FDH) ENTRY LEVEL	PROGRAM LEADER/TEACHER (PL) ENTRY LEVEL	VDSS EARLY CHILDHOOD ENDORSEMENT	120-CLOCK-HOUR CHILD DEVT. CREDENTIAL [PROGRAM DIRECTOR (PD) ENTRY LEVEL]
LICENSING REQUIREMENTS:	LICENSING REQUIREMENTS:	A. LICENSING REQUIREMENTS:	LICENSING REQUIREMENTS:	LICENSING REQUIREMENTS:
TRAINING		B. LICENSING TRAINING REQUIREMENTS:	TRAINING:	TRAINING:
EDUCATION		HIGH SCHOOL EDUCATION OPTION:	EDUCATION:	EDUCATION:
EXPERIENCE				
CREDENTIAL				

<sup>1</sup> Mgmt. experience is defined as at least six months of on-the-job training in an administrative position that requires supervising, orienting, training, and scheduling staff.

<sup>2</sup> International or national credentialing organization that meets requirements as stated in 22 VAC 15-30-230 A 4 b of the Virginia Standards for Licensed Child Day Centers.

<sup>3</sup> Child-related field such as, but not limited to, child care administration, early childhood administration, child development, early childhood development, early childhood education (ECE), human development, early childhood special education, child care, and elementary education (Early Childhood, PK-3, NK-3).

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The lattice indicates the **minimum licensing requirements** for professionals employed by organizations regulated by VDSS. For those individuals who wish to pursue a position that is regulated by another federal or state authority, a higher level of qualification may be required. For example, Head Start requires 50% of teachers to have an Associate degree (Step VI) or higher, 100% to have a minimum of a 120-clock-hour credential (Step III). Also, some employers may require a higher level of qualification, e.g., 98% of teachers employed by the Virginia Preschool Initiative program hold a Bachelor degree (Step VII) or higher.

STEP IV	STEP V	STEP VI	STEP VII	STEP VIII	STEP IX	
<b>12-CREDIT COMMUNITY COLLEGE CERTIFICATE</b>	<b>ONE-YEAR COMMUNITY COLLEGE CERTIFICATE</b>	<b>ASSOCIATE DEGREE</b>	<b>BACHELOR DEGREE</b>	<b>MASTER DEGREE</b>	<b>DOCTORATE DEGREE</b>	
<b>LICENSING REQUIREMENTS:</b> <ul style="list-style-type: none"> <li>FDH – Meets FDH Entry Level</li> <li>PL – Meets Step I A</li> <li>PD – Meets Steps I A &amp; III</li> </ul> <b>EDUCATION:</b> <ul style="list-style-type: none"> <li>Community College Certificate in approved course of study in child-related field<sup>3</sup> w/minimum of 12 total credits</li> </ul>	<b>LICENSING REQUIREMENTS:</b> <ul style="list-style-type: none"> <li>FDH – Meets FDH Entry Level</li> <li>PL - Meets Step I A</li> <li>PD - Meets Steps I A &amp; III</li> </ul> <b>EDUCATION:</b> <ul style="list-style-type: none"> <li>One-year community college certificate in approved course of study in child-related field<sup>3</sup> w/minimum of 30 total credits</li> </ul>	<b>LICENSING REQUIREMENTS:</b> <ul style="list-style-type: none"> <li>FDH – Meets FDH Entry Level</li> <li>PL - Meets Step I A</li> <li>PD – Meets Steps I A &amp; III</li> </ul> <b>EDUCATION:</b> <ul style="list-style-type: none"> <li>Approved course of study in child-related field<sup>3</sup></li> </ul>	<b>LICENSING REQUIREMENTS:</b> <ul style="list-style-type: none"> <li>FDH-Meets FDH Entry Level</li> <li>PL-Meets Step I A</li> <li>PD-Meets Steps I A &amp; III</li> </ul> <b>EDUCATION:</b> <ul style="list-style-type: none"> <li>Approved course of study in child-related field<sup>3</sup> or with child-related Licensure or Endorsement</li> </ul>	<b>LICENSING REQUIREMENTS:</b> <ul style="list-style-type: none"> <li>FDH-Meets FDH Entry Level</li> <li>PL-Meets Step I A</li> <li>PD-Meets Steps I A &amp; III</li> </ul> <b>EDUCATION:</b> <ul style="list-style-type: none"> <li>Approved course of study in child-related field<sup>3</sup></li> </ul>	<b>LICENSING REQUIREMENTS:</b> <ul style="list-style-type: none"> <li>FDH-Meets FDH Entry Level</li> <li>PL-Meets Step I A</li> <li>PD-Meets Steps I A &amp; III</li> </ul> <b>EDUCATION:</b> <ul style="list-style-type: none"> <li>Approved course of study in child-related field<sup>3</sup></li> </ul>	LICENSING REQUIREMENTS TRAINING EDUCATION
<ul style="list-style-type: none"> <li>PL – 3 months</li> <li>PD – 2 years w/1 year supervisory</li> </ul>	<ul style="list-style-type: none"> <li>PL – 3 months</li> <li>PD – 2 years w/1 year supervisory</li> </ul>	<ul style="list-style-type: none"> <li>PL – 3 months</li> <li>PD – 1 year</li> </ul>	<ul style="list-style-type: none"> <li>PD – 1 year</li> </ul>	<ul style="list-style-type: none"> <li>PD – 6 months</li> </ul>	<ul style="list-style-type: none"> <li>PD – 6 months</li> </ul>	EXPERIENCE
<ul style="list-style-type: none"> <li>Community College Certificate in child-related field<sup>3</sup> w/minimum 12 total credits</li> </ul>	<ul style="list-style-type: none"> <li>One-year Community College Certificate in child-related field<sup>3</sup> w/minimum 30 total credits</li> </ul>	<ul style="list-style-type: none"> <li>Associate in Applied Science</li> <li>Associate of Science</li> <li>Associate of Arts</li> </ul>	<ul style="list-style-type: none"> <li>Bachelor of Science</li> <li>Bachelor of Arts</li> </ul>	<ul style="list-style-type: none"> <li>Master of Science</li> <li>Master of Arts</li> <li>Master of Education</li> <li>Master of Teaching</li> </ul>	<ul style="list-style-type: none"> <li>Doctor of Philosophy (Ph.D.)</li> <li>Doctor of Education (Ed.D.)</li> </ul>	CREDENTIAL

**KEY:** FDH – Family Day Home Provider PL – Program Leader/Teacher PD – Program Director

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## PROFESSIONAL DEVELOPMENT RESOURCES

TRAINING		
<b>ADULT EDUCATION</b>		
English for Speakers of Other Languages/GED	VA Adult Learning Resource Center, VCU	<a href="http://www.valrc.org/providers/provider_directory.php">www.valrc.org/providers/provider_directory.php</a>
GED Classes	VA Adult Learning Resource Center, VCU	<a href="http://www.vaged.vcu.edu/index.shtml">www.vaged.vcu.edu/index.shtml</a>
<b>CHILD DEVELOPMENT</b>		
Apprenticeship Program	VA Dept. of Labor and Industry	<a href="http://www.doli.virginia.gov">www.doli.virginia.gov</a>
Distance Learning*	National Child Care Information Center	<a href="http://nccic.acf.hhs.gov/poptopics/statedistlearning.html">http://nccic.acf.hhs.gov/poptopics/statedistlearning.html</a>
TIPS Training Calendar	VA Dept. of Social Services	<a href="http://www.dss.virginia.gov/family/cc_providertrain/tips.cgi">www.dss.virginia.gov/family/cc_providertrain/tips.cgi</a>
VDSS Training	VA Dept. of Social Services	<a href="http://www.dss.virginia.gov/family/cc_professionals_resources.html">www.dss.virginia.gov/family/cc_professionals_resources.html</a>
<b>HEALTH AND SAFETY</b>		
Child Abuse and Neglect	VISTA, VCU	<a href="http://www.vcu.edu/vista/training/va_teachers">www.vcu.edu/vista/training/va_teachers</a>
Child Passenger Safety	VA Dept. of Health	email Tobey Allen at <a href="mailto:tobey.allen@vdh.virginia.gov">tobey.allen@vdh.virginia.gov</a>
First Aid & CPR	American Red Cross	<a href="http://www.redcross.org">www.redcross.org</a>
	American Heart Association	<a href="http://www.americanheart.org">www.americanheart.org</a>
	National Safety Council	<a href="http://www.nsc.org">www.nsc.org</a>
	American Safety and Health Institute	<a href="http://ashinstitute.org">http://ashinstitute.org</a>
Playground Safety	National Program for Playground Safety	<a href="http://www.playgroundsafety.org">www.playgroundsafety.org</a>
<b>VDSS ENDORSEMENT</b>		
Early Childhood Endorsement Program	VA Dept. of Social Services	<a href="http://www.dss.virginia.gov/family/cc_professionals_resources.html">www.dss.virginia.gov/family/cc_professionals_resources.html</a>
<b>CREDENTIAL ORGANIZATIONS**</b>		
CCDE	Child Development Education Alliance	<a href="http://www.CDEAlliance.org">www.CDEAlliance.org</a>
CDA	Council for Professional Recognition	<a href="http://www.cdacouncil.org/cda.htm">www.cdacouncil.org/cda.htm</a>
ELS1, ELS2, ELS3	IACCEPT	<a href="http://www.iaccept.org">www.iaccept.org</a>
NAC, CCP	National Child Care Association	<a href="http://www.nccanet.org">www.nccanet.org</a>
PAC	Association of Christian Schools International	<a href="http://www.acsi.org">www.acsi.org</a>
PS1, PS2	International Academy of Private Education	<a href="http://www.iapeservices.org">www.iapeservices.org</a>
<b>EDUCATION</b>		
Community College Certificates and Degrees	Virginia Community College System	<a href="http://www.vccs.edu">www.vccs.edu</a> or <a href="http://myfuture.vccs.edu/earlychildhood/">http://myfuture.vccs.edu/earlychildhood/</a>
Distance Learning*	National Child Care Information Center	<a href="http://nccic.acf.hhs.gov/poptopics/statedistlearning.html">http://nccic.acf.hhs.gov/poptopics/statedistlearning.html</a>
Family and Consumer Sciences Classes (ECE)	VA Dept. of Education High School ECE I & II	<a href="http://www.cferesource.org/verso2/search">www.cferesource.org/verso2/search</a>
Higher Education Degrees	State Council of Higher Education for VA	<a href="http://www.schev.edu">www.schev.edu</a>
Online Degree ECE	Child Care Exchange	<a href="http://www.childcareexchange.com">www.childcareexchange.com</a>
<b>FINANCIAL AID</b>		
VA Child Care Provider Scholarship Program	VA Dept. of Social Services	<a href="http://www.dss.virginia.gov/family/cc_professionals_resources.html">www.dss.virginia.gov/family/cc_professionals_resources.html</a>
Various	Federal	<a href="http://studentaid.ed.gov/PORTALSWebApp/students/english/index.jsp">http://studentaid.ed.gov/PORTALSWebApp/students/english/index.jsp</a>
Various	State	<a href="http://www.virginia.gov/cmsportal3/education_4096/for_students_4101/financial_aid.html">www.virginia.gov/cmsportal3/education_4096/for_students_4101/financial_aid.html</a>
Various	State Council of Higher Education for Virginia	<a href="http://www.schev.virginia.gov/students/Payforcollege.asp">www.schev.virginia.gov/students/Payforcollege.asp</a>

\*Distance Learning programs 1) must meet VDSS Criteria for Provider Training ([www.dss.virginia.gov/family/cc\\_professionals\\_resources.html](http://www.dss.virginia.gov/family/cc_professionals_resources.html)) to qualify for clock hours of training credit, and 2) may not fully meet VDSS Program Director qualification requirements as stated in 22 VAC 15-30-230 A 4 b. Virginia Regional Licensing Office personnel can assist providers in this determination.

\*\* Program Directors - contact your VDSS licensing inspector to determine whether the credentials issued by these organizations meet the "child development credential" requirements as stated in *Standards for Licensed Child Day Centers* (22 VAC 15-30-230 A 4 b).

Inclusion of training, education and professional organizations is for informational purposes only and does not imply endorsement of any program contained herein.